



1734 Telegraph Ave.
Oakland, CA 94612
(510) 251-1544

WISE EDUCATION TECHNOLOGY, INC Application for Enrollment

FOR OFFICE USE ONLY
Amt. Paid _____ Date: _____
Int. _____
CHK CA MO CC _____ SID# _____

Directions: PLEASE PRINT CLEARLY and fill out all fields completely. You must be 18 years or older to enroll. Mail this completed page and your payment to the address above.

Have you enrolled with Oaksterdam University before? YES NO

Last Name: _____ First Name: _____ Middle Initial: _____

Address: _____ City: _____ State: _____ ZIP Code: _____

Phone Number: _____ Birth Date: _____ E-Mail: _____

In case of emergency, contact: Name: _____ Phone: _____ Relation: _____

REGISTERING FOR:

**Binder*
(\$25)**

Class Name: _____ Class Start Date: _____ Class Code: _____

*Class material DVD Included in tuition price. To receive a printed binder of class material for an additional \$25, please check the "binder" box next to the class code.

To enroll in additional classes or dates, check this box: A counselor will contact you regarding additional classes and dates.

Tuition paid to Wise Education Technology, Inc. by: Student Other: _____

FORM OF PAYMENT: Cash Check Money Order Visa MasterCard

Credit Card Number: _____ Exp. Date: _____ CVV #: _____ Total Amount: \$ _____

Name of Cardholder: _____ Billing Address: _____
(Street Address) (City) (State) (Zip)

Signature of Cardholder: _____ Contact Number _____

MAIL PAYMENT & COMPLETED APPLICATION TO: Oaksterdam University, 1734 Telegraph, Oakland, CA 94612

MAKE CHECKS PAYABLE TO: Wise Education Technology, Inc.

Check Policy: Checks must be received 10 days prior to the scheduled start date of the class you are enrolling in. There is a \$7 fee for returned checks. You are responsible for covering this fee in addition to any fees initially covered by the returned check. This fee must be paid with cash or money order only. If you have any questions regarding this fee, please contact our Admissions Department at (510) 251-1544.

REFUND POLICY: A student may request to terminate enrollment by mailing a written notice via **CERTIFIED MAIL** to Admissions, Oaksterdam University, 1734 Telegraph, Oakland, CA 94612, or you may email your request to admissions@oaksterdamuniversity.com. Please place the words "Cancelling Class / Request Refund" along with your last name in the subject line to ensure that your email gets routed to the appropriate staff member. The school requires a CANCELLATION FEE of \$50 if cancelation is requested at least 7 days prior to the scheduled class date. There are **NO REFUNDS** for missed classes or cancelations with less than 7 days notice.
RESCHEDULING POLICY: A student may request to reschedule a class by contacting the Admissions Department at (510) 251-1544, or by emailing your request to admissions@oaksterdamuniversity.com. Please place the words "Request to Reschedule" with your last name in the subject line to ensure that your email gets routed to the appropriate staff member. You will receive a call regarding your request at which point you may make your payment over the phone with a Visa or MasterCard. Please **DO NOT** send any credit card information via email. The school charges a RESCHEDULING FEE of \$50 for ALL CLASSES. This fee must be paid in full in order to be rescheduled. Oaksterdam University will NOT honor requests without payment.

I hereby register for the indicated classes. I have read, understand and agree to comply with Oaksterdam University's Rescheduling and Refund Policy. I understand that these courses are offered contingent upon sufficient enrollment and/or staffing. I hereby certify that all statements on this application are true to the best of my knowledge. If accepted for the Oaksterdam University Program, I understand that any untrue statements on the above application may be considered cause for admission. **This agreement is not operative until the student receives a confirmation. IN THE EVENT THAT PAYMENT IS NOT RECEIVED WHEN IT IS DUE, YOU WILL NOT BE ADMITTED TO CLASS.**

Signature of Student: _____ Date: _____